

Fanshawe College

## FIRST: Fanshawe Innovation, Research, Scholarship, Teaching

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Documentation (Approvals etc...)

Human Services Foundation

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2018

### HSF1 Curriculum Modification for 2018-19

Fanshawe College

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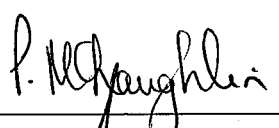
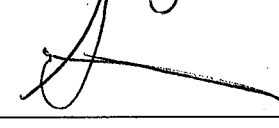
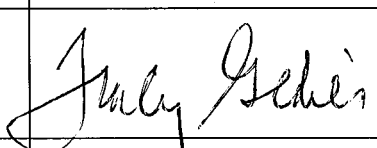

# CURRICULUM MODIFICATION REQUEST FORM

COURSE OR PROGRAM CURRICULUM "RATIONALE FOR CHANGE" **RECEIVED**

JAN 16 2018

Program Requiring Changes

Office of the Registrar

Program Title: Human Service Foundation		
Program Number: HSF1	Date Submitted: 1/11/2018	
Dean responsible for program: Pam McLaughlin	Chair: Sandra Fieber	
Credential Provided: <input type="checkbox"/> Declaration of Academic Achievement <input type="checkbox"/> Local Certificate <input checked="" type="checkbox"/> Ontario College Certificate <input type="checkbox"/> Diploma <input type="checkbox"/> Advanced Diploma <input type="checkbox"/> Grad Certificate <input type="checkbox"/> Degree <input type="checkbox"/> Apprenticeship		
Program Intakes: <input checked="" type="checkbox"/> F <input type="checkbox"/> W <input type="checkbox"/> S   Other:	Catalogue Year(s) Impacted: Fall 2018	
Residency Requirement: <input checked="" type="checkbox"/> Met or <input type="checkbox"/> Not Met	Date of Last Program Review: 6/9/2017	
<div style="display: flex; justify-content: space-between;"> <span><i>I have read the reasons for the change and...</i></span> <span><i>Signature and date</i></span> </div>		
Dean of Faculty (responsible for program): P. McLaughlin	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Do Not Approve	 Jan 12, 2018
Dean of Faculty (impacted by change): S. Patterson	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Do Not Approve	 Jan. 15/2018
Dean of Faculty (impacted by change):	<input type="checkbox"/> Approve <input type="checkbox"/> Do Not Approve	
Senior Vice President Academic (required for major changes and late DAs):	<input type="checkbox"/> Approve <input type="checkbox"/> Do Not Approve	
Director, Centre for Academic Excellence:	<input checked="" type="checkbox"/> Supports <input type="checkbox"/> Does Not Support	 Jan 17/18
Office of the Registrar:	<input checked="" type="checkbox"/> Supports <input type="checkbox"/> Does Not Support	

mapping is missing - see attached 19 Jan 1/18.

*Please answer each of the questions below, if applicable. Missing or incomplete information may delay review of the proposed changes.*

**1.0 Describe proposed change(s). Complete Appendix A (if necessary) and amend SDAR (Refer to Appendix C).**

The Human Services Foundation program has experienced a reduction of **numbers**. There are several possible reasons. One of the reasons is the creation of more January intakes within the Career programs. As a result, perspective HSF students are now entering their Career program in January rather than taking the year preparatory program (HSF) and entering the Career program the following September. It is noted that the intake for Fall 2017 was up from the previous Fall semester. One of the Career programs (SSW) removed their January intake offering.

Traditionally, the majority of HSF graduates progress into one of three areas: Child & Youth Care, Social Service Worker or university programs. The purpose of a Foundational program is to assist the student in making an informed decision related to their Career program of choice. The proposed changes can improve its enrollment by **increasing its appeal** to other programs. The curriculum changes provide a greater overview of **all** of the community studies programs.

As part of considering a more robust **curriculum**, suggestions from the Program Review meeting with other Program Coordinators from the Community Studies division were initiated. Target areas included: the students' ability to manage personal stress; use of critical thinking skills; the development of appropriate ethics and boundaries; professionalism; communication skills; and introduction to human development.

As noted in previous documentation, recommendations from **P.A.C. meetings**, also identified that students need additional training/learning in how to manage boundaries appropriately.

**As part of Strategic Planning**, the desire is to improve bridging or articulation agreements for all programs. Previously, the majority of courses within the HSF program were 30 hours (2 credits). For other academic institutions or programs to grant credit in their programs, the requirement is usually based on courses that are 45 hours (3 credits) per semester.

**2.0 Reason/Rationale for Changes**

**2.1 The reason for the change is based on:**

- ☒ A recent program review
- ☐ College Advisory Committee feedback
- ☒ Program Advisory Committee feedback
- ☒ Student feedback
- ☐ KPI results

- ☐ Accreditation or other regulatory requirements
- ☐ Shared curriculum
- ☒ Trends in the field/industry
- ☐ Other (please describe):

2.2 Does the change support the College's Strategic Framework (mission, vision, values)?

- ☒ Yes
- ☐ No (If no, please explain)

2.3 What strategic goal(s) does the proposed change support?

- ☒ Goal 1 - Enrolment growth
- ☐ Goal 2 - Flexible delivery options
- ☒ Goal 3 - Premier student experience
- ☐ Goal 4 - Sustainable College life

### 3.0 Students

3.1 Will the change affect the cost of the program for students?

- ☐ Yes
- ☒ No

3.2 If yes, there will be an additional cost for:

- ☐ Materials (Include details):
- ☐ Equipment (Include details):
- ☐ Other (Please describe):

### 4.0 Program Learning Outcomes

4.1 Will the proposed change meet the Program Vocational Learning Outcomes? (Complete Appendix B and mark the changes in the mapping [e.g. red font])

- ☒ Yes
- ☐ No

4.2 Are there any implications related to progression because of pre-requisite courses (and/or co-requisite courses)?

- ☒ No
- ☐ Yes (If yes, please explain)

### 5.0 Relationships with Other Programs

5.1 Are any of the courses impacted by the change provided by another School (e.g., SLLS, LKSB) and/or delivered at another campus?

- ☐ No

☒ Yes

5.2 What Schools/Campuses will be impacted by the proposed change?

- ☐ School of Information Technology
- ☐ Lawrence Kinlin School of Business
- ☐ School of Tourism and Hospitality
- ☐ School of Community Studies
- ☐ School of Human Services
- ☐ School of Nursing
- ☐ School of Public Safety
- ☐ School of Contemporary Media
- ☐ School of Design
- ☒ School of Language and Liberal Studies
- ☐ Norton Wolf School of Aviation Technology
- ☐ School of Applied Sciences and Technology
- ☐ Donald J. Smith School of Building Technology
- ☐ School of Transportation Technology
- ☐ Continuing Education
- ☐ Simcoe/Norfolk Regional Campus
- ☐ St Thomas/Elgin Regional Campus
- ☐ Woodstock/Oxford Regional Campus
- ☐ Huron/Bruce Regional Sites

5.3 Will the change affect pathway agreements (e.g., bridging, articulations, laddering, advanced standing) with other Fanshawe program(s) and/or other institution(s)?  
(Refer to the pathway agreements listed here: <http://transferagreements.fanshawec.ca/>)

- ☒ No
- ☐ Yes (If yes, indicate when you will notify the other Fanshawe program(s) and/or other institution(s) and the Pathways Coordinator in the Centre for Academic Excellence of the change)

5.4 If this program is a Co-Operative Education program, will the proposed change impact Co-op?

- ☒ No
- ☐ Yes (If yes, consult with the Co-op office prior to submission)

6.0 Resource Implications of Proposed Changes

6.1 Will the proposed change have staffing implications?

- ☒ No
- ☐ Yes (If yes, please explain)

6.2 Will the proposed change impact any of the Enabling areas?

- ☒ No  
☐ Yes (If yes, please explain)

6.3 Will the proposed change affect space and/or technology requirements?

- ☒ No  
☐ Yes (If yes, please explain)

## 7.0 General College Requirements

7.1 Are changes consistent with Colleges policies?

- ☒ Yes  
☐ No (If no, please explain)

7.2 Indicate:

- i) Total program hours before proposed change: 715  
ii) Total program hours after proposed change: 675 - 40  
iii) Level(s) in which the proposed change(s) occurs: increase in 15 hours in Level I, and reduction of 55 hours in Level II.

7.2.1 Are the total program hours consistent with the requirements as listed below?

- ☒ Yes (This program has now reduced its offerings by 40 hours).  
☐ No (If no, please explain)

<b>Local Certificate</b> - 300 hours	<b>Ontario College Certificate</b> - 600 hours
<b>Diploma</b> - 1200 to 1400 hours	<b>Advanced Diploma</b> - 1800 to 2000 hours
<b>Graduate Certificate</b> - 600 hours	

7.3 Will the program meet the General Education requirements (Policy 2-B-02) as listed below?

- ☐ No  
☒ Yes

<b>Local Certificate, Ontario College Certificate and Graduate Certificate</b> - none required)	<b>Diploma</b> - 3 required (minimum of 1 must be an elective)	<b>Advanced Diploma</b> - 4 required (minimum of 2 must be electives)
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7.4 Will the program have 25% distinct curriculum to meet the Residency Requirement of 25% credit units? Consider all pathway agreements (e.g., bridging, internal articulations, laddering, advanced standing) with other Fanshawe programs and/or other institutions.

☐ No

☒ Yes

**Note:** In accordance with POLICY NUMBER: 2-B-17 Graduation from Approved College Programs

...to be eligible for any College Credential a student must be enrolled and complete at least 25% of that program's credit units at Fanshawe College, unless stipulated differently by other approving bodies such as the Postsecondary Education Quality Assessment Board (PEQAB).

APPENDIX A: PROPOSED CURRICULUM MODIFICATION

Course Code	Existing DA Courses	Total Hours	Total Credits	Proposed DA Courses	Course Code	Proposed DA Courses	Total Hours	Total Credits
<b>Catalog: 2018/2019 HSF1</b>								
<b>Level 1</b>								
BSCI-1244	Social Issues in Human Services	45	3	Delete				
FLDP-1001	Professional Practice-Intro	30	2	Delete				
BSCI-1245	Leadership in Human Services	45	3	Change Title	BSCI-1252	Leadership in Community Studies	45	3
SKLS-1024	College Orientation Skills	45	3	No change	SKLS-1024	College Orientation Skills	45	3
PSYC-1003	Psychology	45	3	New course	PSYC-1113	Introductory Psychology	45	3
SOCI-1012	Sociology 1	45	3	Delete				
				Add new course	SKLS-1027	Intro to Digital Literacy	45	3
				Add new course	DEVL-1050	Discovery of Community Studies Careers	45	3
				Add new course	BSCI-1254	Developing the Professional Persona	45	3

TOTAL		255	17	TOTAL				270	18
Level 2									
FLDP-1002	Professional Practice	175	1.2	Delete					
BSCI-1021	Issues in Human Services	30	2	Delete					
BSCI-1026	Health Issues in Canada	30	2	Delete					
BSCI-1246	Interpersonal Communication	45	3	No change	BSCI-1246	Interpersonal Communication	45	3	
PSYC-1008	Psychology	45	3	Delete					
SOCI-1014	Sociology 2	45	3	New course	SOCI-1087	Introductory Sociology	45	3	
				New course	BSCI-1255	Cultivating Self-Care	45	3	
				New course	BSCI-1256	Human Growth	45	3	
				New course	BSCI-1258	Components of Identity	45	3	
				New course	BSCI-3048	Ethics & Professionalism	45	3	
				New course	BSCI-1257	Family Trends	45	3	

TOTAL		370	14.2	TOTAL			315	21
Subrequirement:								
Take 2 Groups: (Students who place out of the WRIT Assessment must take 3 additional elective English credits at the Post-Secondary level).								
Group 1: Take WRIT-1030		45	3	Change Title	Group 1: Take WRIT-1094, Reason & Writ		45	3
Group 2: Take COMM-3072		45	3	Change Title	COMM-3082	Communications for Community Studies	45	3
(or Group 3: ENGLISH)					(or Group 3: ENGLISH)			

PROGRAM TOTAL 715 37.2

PROGRAM TOTAL 675 45



# Degree Audit Report

Catalog: 2018/2019

**Program:** HSF1  
**Department:** HUM - Community Studies  
**Academic Level:** PS  
**CCD:** 7 - 2AcadSem/600-700 hrs  
**Credential:** Ontario College Certificate

**Name:** Human Services Foundation

**Grade Scheme:** LG2  
**Major:** HSF1 - Human Services Foundation  
**Co-Op Indicator:** N/A

**Div:** FHS - Fclty of Hlth, Comm St, Public Sft

## Academic Program Requirement

**Total Credits:** 37.20  
**GPA Requirement:** 2.00  
**Minimum Grade:** D

**Residency Reqmt:** 10.00  
**Residency Reqmt GPA:** 2.00

## Academic Requirement: HSF1.18 Human Services Foundation

**Major:** HSF1  
**Grade Scheme:** LG2  
**Minimum GPA:** 2.00  
**Minimum Grade:**

### Subrequirement: Level 1

Take all of the following Mandatory Courses:

		Total Hours	Total Credits	GE
<del>BSCI-1244</del>	<del>Social Issues in Human Services</del>	<del>45.00</del>	<del>3.00</del>	
<del>FLDP-1001</del>	<del>Professional Practice Intro</del>	<del>30.00</del>	<del>2.00</del>	
<del>BSCI-1245</del> 1252	<del>Leadership in Human Services</del> COMMST	<del>45.00</del>	<del>3.00</del>	
SKLS-1024	College Orientation Skills	45.00	3.00	
<del>PSYC-1003</del> 1113	<del>Introductory Psychology</del>	<del>45.00</del>	<del>3.00</del>	<del>**</del>
<del>SOCI-1012</del>	<del>Sociology 1</del>	<del>45.00</del>	<del>3.00</del>	<del>**</del>
ADD: SKLS-1027	INTRO TO DIGITAL LITERACY	45.00	3.00	
DEVL-1050	DISCOVERY OF C.S. CAREERS	45.00	3.00	
BSCI-1254	DEVELOPING PROF. PERSONA	45.00	3.00	

### Subrequirement: Level 2

Take all of the following Mandatory Courses:

		Total Hours	Total Credits	GE
<del>FLDP-1002</del>	<del>Professional Practice</del>	<del>175.00</del>	<del>1.20</del>	
BSCI-1021 1256	HUMAN Issues in Human Services GROWTH	30.00	2.00	
BSCI-1026 1258	COMPON Health Issues in Canada IDENTITY	30.00	2.00	
BSCI-1246	Interpersonal Communication	45.00	3.00	
<del>PSYC-1008</del>	<del>Psychology</del>	<del>45.00</del>	<del>3.00</del>	
<del>SOCI-1014</del> 1087	<del>INTRODUCTORY</del> Sociology 2	<del>45.00</del>	<del>3.00</del>	<del>**</del>
ADD: BSCI-3048	ETHICS & PROFESSIONALISM	45.00	3.00	
BSCI-1257	FAMILY TRENDS IN CANADA	45.00	3.00	

### Subrequirement: Addtl Reqmt

TAKE 2 GROUPS: (Students who place out of the WRIT Assessment must take 3 additional elective English credits at the Post-Secondary level.)

Group 1

TAKE WRIT-1030 1094

WRIT-1030 1094

Reason & Writing 1 FOR  
COMMUNITY STUDIES

**Total Total GE**  
**Hours Credits**  
 45.00 3.00

# Degree Audit Report

Group 2

TAKE COMM-3072- 3082

	3082	COMMUNITY STUDIES	Total Hours	Total Credits	GE
COMM-3072		Communications for Human Services	45.00	3.00	

Group 3

TAKE 3 ENGLISH CREDITS

## Subrequirement: Program Residency

Students Must Complete a Minimum of 10 credits in this program at Fanshawe College to meet the Program Residency requirement and graduate from this program

Approved By Chair/Manager: S. FIEBER

Approved by Dean: P. MCLAUGHLIN

General Education Approved By(as appropriate):  
S. PATTERSON

Hum January 12, 2018  
Department and Date:

Date: Jan 12/2018

Date: Jan 15 / 2018

TD.  
Jan. 17/18

new courses  
and in black  
font

PROGRAM MAPPING (Human Services Foundation)	LEVEL ONE							LEVEL TWO									
PROGRAM VOCATIONAL LEARNING OUTCOMES	SKLS-1024 College Orientation Skills	SKLS-1027 Introduction to Digital Literacy	DEVL-1050 Discovery of the Community Studies Careers	BSCI-1252 Leadership in Community Studies	BSCI-1254 Developing the Professional Persona	PSYC-1113 Introductory Psychology	WRIT-1094 Reason & Writ 1 for Community Studies	BSCI-3048 Ethics and Professionalism in Community Studies	BSCI-1255 Cultivating Self-Care	BSCI-1256 Human Growth and Development	BSCI-1246 Interpersonal Communication	BSCI-1257 Family Trends in Canada	SOCI-1087 Introductory Sociology	BSCI-1258 Components of Identity	# OF COURSES EVALUATING THE OUTCOME	TOTAL FOR PROGRAM	
The graduate has reliably demonstrated the ability to: (Source: MTCU Code:40719)																	
1. Discuss the roles, responsibilities, career opportunities, academic and personal requirements for success in the Community Services and Child Studies field.	1	1	1	2	2			3	2	2	3	2		3	12	12	
2. Apply culturally sensitive communication and interpersonal skills to support team functioning in academic and professional settings with the ability to engage in self-reflection.	1	1	1	2	1	2		3	2	1	3	3	2	3	14	14	
3. Explain major theoretical models of behaviour associated with the study of psychology.				1	1	1/2			2	3	2	2	2		12	12	
4. Apply the appropriate Client service strategies according to client behaviour/preference.			1	2	2	1		3	2	1	3	2			10	10	
5. Select the Community Services and Child Studies field best suited to personal and career interest.			1	1	2			3	2	2	2	1			10	10	
6. Explain how academic strengths, needs and personal health factors affect success and wellness in a college environment.	1	1	1	1	1	1		2	3		2	2			11	11	
7. Utilize written and verbal communication skills specific to the Community Services and Child Studies field.	2	1	2	1	2	1/2		2	2	3	3	1/2	2		13	13	
TOTAL # OF OUTCOMES EVALUATED BY EACH COURSE	4	4	6	7	7	5		6	7	6	7	7	3				
V = Vocational Courses E = Essential Employability Skills Courses																	
GM = General Education (mandatory) G = General Education (elective)																	

NB - Only indicate the outcomes that are Taught & Evaluated (TE or TRE) in a course

PROGRAM COORDINATOR: Robert Owens

ACADEMIC CHAIR: Sandra Fieber

Date Completed: February 26, 2018

Analysis of Mapping Results:

PROGRAM MAPPING (Human Services Foundation)	LEVEL ONE							LEVEL TWO									
PROGRAM ESSENTIAL EMPLOYABILITY SKILLS OUTCOMES	SKLS-1024 College Orientation Skills	SKLS-1027 Introduction to Digital Literacy	DEVL-1050 Discovery of the Community Studies Careers	BSCI-1252 Leadership in Community Studies	BSCI-1254 Developing the Professional Persona	PSYC-1113 Introductory Psychology	WRIT-1094 Reason & Writ 1 for Community Studies	BSCI-3048 Ethics and Professionalism in Community Studies	BSCI-1255 Cultivating Self-Care	BSCI-1256 Human Growth and Development	BSCI-1246 Interpersonal Communication	BSCI-1257 Family Trends in Canada	SOCI-1087 Introductory Sociology	BSCI-1258 Component s of Identity	# OF COURSES SUPPORTING THE OUTCOME	TOTAL FOR PROGRAM	
4 = R      5 = RE      6 = TE      7 = TRE																	
T = Taught      R = Reinforced      E = Evaluated																	
The graduate has reliably demonstrated the ability to: (Source: MTCU Code :40719)																	
1. communicate clearly, concisely and correctly in the written, spoken, and visual form that fulfills the purpose and meets the needs of the audience.	7	7	5	7	5	7	7	5	5	5	7	5	7	5	14	14	
2. respond to written, spoken, or visual messages in a manner that ensures effective communication.	7	7	5	7	7	5	7	5	5	5	7	5	7	5	14	14	
3. execute mathematical operations accurately.		7				7				4			4		6	6	
4. apply a systematic approach to solve problems.	7	7	5	7	5		7	5	7	5	7	5	7	5	13	13	
5. use a variety of thinking skills to anticipate and solve problems.	7	7	5	4	5		7	5	7	5	7	5	7	5	13	13	
6. locate, select, organize, and document information using appropriate technology and information systems.	7	7	5	4	4	7	7	5	5	5	7	5		5	13	13	
7. analyze, evaluate, and apply relevant information from a variety of sources.	7	7	5		4	5	7	5	7	5	7	5	7	5	13	13	
8. show respect for the diverse opinions, values, belief systems, and contributions of others.	7	5	5	7	5	4		5	7	5	7	5	7	5	14	14	
9. interact with others in groups or teams in ways that contribute to effective working relationships and the achievement of goals.	7	5	5	7	5	5		5	7	5	7	5		5	12	12	
10. manage the use of time and other resources to complete projects.	7	5	5	4	5	4	7	5	7	5	7	5	7	5	14	14	
11. take responsibility for one's own actions, decisions, and consequences.	7	5	5	4	5	4	7	5	5	5	7	5	7	5	14	14	
TOTAL # OF OUTCOMES SUPPORTED BY EACH COURSE	10	11	11	9	10	9	8	10	10	11	10	10	9	10			

PROGRAM COORDINATOR: Robert Owens

ACADEMIC CHAIR: Sandra Fieber

Date Completed: February 26, 2018